

Message

From: Ex. 6 - Personal Privacy
Sent: 5/18/2017 10:53:34 AM
To: Ex. 6 - Personal Privacy; Phillips, Anna [Phillips.Ann@epa.gov]; Kasman, Mark [Kasman.Mark@epa.gov]; Ex. 7 - Law Enforcement
CC: Ex. 7 - Law Enforcement
Subject: RE: Luggage Follow-Up

Ex. 6 - Personal Privacy

Great , so Bologna luggage is all set!

V/R

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From: Ex. 6 - Personal Privacy
Sent: Thursday, May 18, 2017 12:51 PM
To: Ex. 6 - Personal Privacy; Phillips, Anna; Kasman, Mark; Ex. 7 - Law Enforcement
Cc: Ex. 6 - Personal Privacy
Subject: RE: Luggage Follow-Up

Hi

For the Bologna leg, the budgeted luggage van includes two people who can handle 30 bags. The luggage van is budgeted for three trips – one arrival and two departures. We'd need more manpower (extra costs) for anything more than that.

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From: Ex. 6 - Personal Privacy
Sent: Thursday, May 18, 2017 12:25 PM
To: Phillips, Anna; Kasman, Mark; Ex. 7 - Law Enforcement
Cc: Ex. 6 - Personal Privacy
Subject: Luggage Follow-Up

Luggage Suggestion

How much luggage will the Administrator have and how big will it be? Italian trains are configured that small and medium luggage fits overhead, but larger pieces are in the same car as the passenger with an open luggage hold. The sooner we have credit cards, the greater the chances that we can be in one or two cars.

Rome Airport Arrival: Due to the time it takes for luggage upon arrival, can we designate one EPA staff member to stay behind with luggage to make sure we have all bags. Of course this means the convoy leaves ahead and that the Administrator and staff pack in their carry-on what they immediately need that could be thrown in the staff van or trunk. Luggage van should arrive at the hotel no more than 25 minutes after everyone else.

Rome Train Departure: We could do an early luggage call and depart before the rest of the staff. Have luggage staged at the platform the train will depart from once known. Staff would handle their own luggage. Of course someone from the EPA team may want to grab the Administrator's luggage.

Bologna Train Arrival: Staff would handle their own luggage. One security person would come off first, followed by the administrator, and greeted by [REDACTED] The Italians would whisk off the security, [REDACTED] and the administrator. Other staff would stay behind and make sure all the party's luggage gets into the luggage van. **Abby, are their porters in Bologna?** How much would the standard charge be so EPA can include this in their travel orders if they think it is necessary?

Bologna Train Departure: Since the delegation has decreased, vehicle package and the 8 PAX van will suffice to bring everyone to the train station. Staff will handle luggage, unless there are porters that they would want to tip.

Rome Train Arrival: Secure vehicle package and an 8 PAX van. 8 PAX van used for luggage as well.

Rome Airport Departure: Secure vehicle package and an 8 PAX van. 8 PAX van used for luggage as well.

V/R

[REDACTED]

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